

**CITY OF CLERMONT
COMMUNITY REDEVELOPMENT AGENCY (CRA)
6:30 PM, Tuesday, July 8, 2014**

**Council Chambers
685 West Montrose Street**

CALL TO ORDER

NEW BUSINESS

Item No. 1 - Meeting Minutes

Community Redevelopment Agency
meeting minutes of May 13, 2014

Item No. 2 - Facade Improvement Grant Program
B & B Properties USA, Inc.
795 West Montrose Street

2014-20 FIGP, B & B Properties USA,
Inc. at 795 W. Montrose St.
CRA Incentive Program - Facade
Improvement Grant Program (FIGP)

ADJOURN

Any person wishing to appeal any decision made by the City Council at this meeting will need a record of the proceedings. For that purpose, such person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. In accordance with the Americans with Disabilities Act (ADA), if any person with a disability defined by the ADA needs special accommodation to participate in this proceeding, then not later than two business days prior to the proceeding he/she should contact Clermont, City Clerk's Office, 352-241-7331.

Please be advised that if you intend to show any document, picture, video or items to the Council or Board in support or opposition to any item on the agenda; a copy of the document, picture, video or item must be provided to the City Clerk for the City's records.

City of Clermont
Community Redevelopment Agency
Meeting
May 13, 2014

The Community Redevelopment Agency (CRA) met on Tuesday, May 13, 2014 in the Council Chambers at City Hall. Community Redevelopment Agency Chairman Turville called the meeting to order at 6:17pm with the following CRA board members present: Pfeiffer, Mullins, Bates and Van Wagner. Other City officials present were: City Manager Gray and City Clerk Ackroyd.

Absent: Members Bowman and Goodgame

Item No. 1 – Meeting Minutes

Community Redevelopment Agency meeting minutes of December 10, 2013.

Board Member Mullins moved to approve the minutes; seconded by Board Member Bates. The motion passed with all members present voting aye.

Item No. 2 – Extend CRA Boundaries

Economic Development Director Hitt presented the potential extension of the CRA boundaries. The current boundaries cover from 4th Street to the west just beyond West Beach. The extension would incorporate the entire waterfront. Expanding the boundaries would allow CRA funds to be used for items such as directional signage for the downtown and waterfront area. The property in the proposed expansion area is all City property and the extension would not have a negative effect on property values.

City Manager Gray commented one of the master plan priorities is to connect the downtown area with the waterfront and expanding the boundaries would support accomplishing the connection. He stated no action was necessary, the potential extension was for discussion only.

The Board Members discussed funding projects not related to downtown, declaring the waterfront a blighted area, including the trail in the CRA boundaries, the potential for residential programs, and notifying affected residents.

Item No. 3 – Façade Improvement Grant Victoria's

Economic Development Director Hitt presented the grant request for the Façade Improvement Grant Program. The CRA criterion requires no physical renovation or work be done until approved by the CRA, a contract was completed and Notice to Proceed was issued. The business is 721 West Avenue. The request is to wire lathe and stucco; masonry work and stone install; stake stone flats; two new awnings; exterior lights and installation; electrical panel move and new business sign and installation. Three quotes have been attained for the requested items as required by the criteria. The total low bid is \$6,043.46. The request is for \$4,532.59 and the applicant cost/match is \$1,510.86 which equals 25 percent.

Community Redevelopment Agency Board Member Mullins moved to approve; seconded by Community Redevelopment Agency Board Member Van Wagner. The motion passed with all members present voting aye.

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Economic Development Director Hitt reviewed the amount of available funds in the budget.

Economic Development Director Hitt reviewed the next three items together and they were voted on separately.

Item No. 4 – Façade Improvement Grant Erika's Tea Room & Gifts

Economic Development Director Hitt presented the grant request for the Façade Improvement Grant Program. The CRA criterion requires no physical renovation or work be done until approved by the CRA, a contract was completed and Notice to Proceed was issued. The business is 787 W. Montrose Street. The request is to repair exterior – stucco; clean and paint; two new awnings and exterior lights and installation. Three quotes have been attained for the requested items as required by the criteria. The total low bid is \$11,220. The request is for \$5,000 and the applicant cost/match is \$6,220 which equals 55 percent.

Community Redevelopment Agency Board Member Mullins moved to approve;
seconded by Community Redevelopment Agency Board Member Bates. The
motion passed with all members present voting aye.

Item No. 5 – Building Code Assistance Program Erika's Tea Room & Gifts

Economic Development Director Hitt presented the grant request for the Building Code Assistance Program. The CRA criterion requires no physical renovation or work be done until approved by the CRA, a contract was completed and Notice to Proceed was issued. The business is 787 W. Montrose Street. The request is for a 5-ton HVAC system air conditioner, duct work and electrical and emergency lights, exit lights and fire extinguishers. Three quotes have been attained for the requested items as required by the criteria. The total low bid is \$22,890. The request is for \$5,000 and the applicant cost/match is \$17,890 which equals 78.1 percent.

Community Redevelopment Agency Board Member Mullins moved to approve;
seconded by Community Redevelopment Agency Board Member Bates . The
motion passed with all members present voting aye.

Item No. 6 – Building Permit Refund Program Erika's Tea Room & Gifts

Economic Development Director Hitt presented the grant request for the Building Permit Refund Program. The CRA criterion requires no physical renovation or work be done until approved by the CRA, a contract was completed and Notice to Proceed was issued. The business is 787 W. Montrose Street. Any applicant business must be listed as a CBD Targeted Business which includes this proposed Tea Room & Gifts. The total permit amount is \$641.18. The request is for \$321.09 and the applicant cost/match is \$321.09 which equals 50 percent.

Community Redevelopment Agency Board Member Mullins moved to approve;
seconded by Community Redevelopment Agency Board Member Bates. The
motion passed with all members present voting aye.

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Item No. 7 – Façade Improvement Grant Lily Pad Lodge

Economic Development Director Hitt presented the grant request for the Façade Improvement Grant Program. The CRA criterion requires no physical renovation or work be done until approved by the CRA, a contract was completed and Notice to Proceed was issued. The business is 848 W. Osceola Street. The request is for structural improvements – stairs; clean, prep and paint exterior; window shutters; exterior lights and installation; and new business sign and installation. Three quotes have been attained for the requested items as required by the criteria. The total low bid is \$15,085. The request is for \$5,000 and the applicant cost/match is \$10,085 which equals 66.8 percent.

Community Redevelopment Agency Board Member Mullins moved to approve; seconded by Community Redevelopment Agency Board Member Bates. The motion passed with all members present voting aye.

Economic Development Director Hitt reviewed the next two items together and they were voted on separately.

Item No. 8 – Building Permit Refund Program Lily's on the Lake Restaurant

Economic Development Director Hitt presented the grant request for the Building Permit Refund Program. Any applicant business must be listed as a CBD Targeted Business which includes this proposed Restaurant. The business is 846 W. Osceola Street. The total permit amount is \$3,810.63. The request is for \$1,590.31 and the applicant cost/match is \$1,590.32 which equals 50 percent.

Community Redevelopment Agency Board Member Mullins moved to approve; seconded by Community Redevelopment Agency Board Member Bates. The motion passed with all members present voting aye.

Item No. 9 – Impact Fee Assistance Program Lily's on the Lake Restaurant

Economic Development Director Hitt presented the grant request for the Impact Fee Assistance Program. This covers new businesses, expansion of existing businesses, or change of use in existing buildings for Police, Fire, Water and/or sewer impact fees. The business is 846 W. Osceola Street. The total permit amount is \$39,866.97. The request is for \$5,000 and the applicant cost/match is \$34,866.97 which equals 87.4 percent.

Community Redevelopment Agency Board Member Mullins moved to approve; seconded by Community Redevelopment Agency Board Member Bates. The motion passed with all members present voting aye.

Mayor Turville opened the floor for public comments.

Ms. Strom thanked the board for approving the request for Lily's on the Lake. The ground breaking is scheduled to begin on June 9.

There were no other comments.

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Adjourn: With no further business, the meeting adjourned at 6:49pm.

APPROVED:

Harold S. Turville, Chairman

ATTEST:

Tracy Ackroyd, City Clerk



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Council Meeting Date		
Tuesday, July 8, 2014		
Agenda Item Name		
Facade Improvement Grant Program B & B Properties USA, Inc. 795 West Montrose Street		
Requested Action		
Move to approve FIGP		
Staff Report		
Application: 2014-20 FIGP, B & B Properties USA, Inc. at 795 W. Montrose St. Facade Improvement Grant Program applicants are eligible for up to \$5,000 per storefront (or street side) with at least a 25% match. This application has two street fronts - W. Montrose St. and 8th Street. Three quotes have been obtained for all items and the applicant is requesting the following items: * Clean & paint (\$2,400 low bid) * New windows and doors (\$9,890 low bid) CRA FIGP: \$ 9,217.50 Applicant: <u>\$ 3,072.50 (25%)</u> Total: \$12,290.00		
Legal Impact		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. FIGP #2014-20, B&B Properties USA, 795 W. Montrose St. ~ Aerial map Cycle 14 aerial map CRA4-8-14.pdf 2. FIGP #2014-20, B&B Properties USA, 795 W. Montrose St. ~ before Pics before 795 Montrose.pdf Pictures 3. FIGP #2014-20, B&B Properties USA, 795 W. Montrose St. ~ Application FIGP 795 W. Montrose, Application.pdf		

CRA – Incentive Programs

Cycle 14 - Façade Improvement Grant Program

Applicant: B & B Properties USA, Inc.
795 W. Montrose St.

#2014-20 FIGP



CRA – FIGP, Incentive Program

B & B Properties USA, Inc.
795 W. Montrose St.





**City of Clermont - CRA
FACADE IMPROVEMENT GRANT PROGRAM
Application**

This application, along with all required information should be submitted to:

James Hitt, Economic Development Director
Clermont Economic Development Department
685 W. Montrose Street
Clermont, Florida 34711

Office Use
Application No. 2014-20

The Clermont CRA review and approval will be conducted at the next available meeting. This application and all attachments to it constitute public records. Call (352) 241-7305 if you have any questions about the Facade Improvement Grant Program.

I. APPLICANT

Name: B & B Properties USA, Inc.

Address: 749 Chestnut St., Clermont, FL 34711

Telephone: 352/394-6093 Fax: _____

E-Mail: firedup4j@yahoo.com

II. PROPERTY OWNER (If same as applicant, go to Section III)

Name: Carle Bishop (B & B Properties USA, Inc.)

Address: 749 Chestnut St., Clermont, FL 34711

Telephone: 352/394-6093 Fax: _____

E-Mail: firedup4j@yahoo.com

III. PROPOSED PROJECT

Project/Business Name: old Bishop's Paint building

Address: 795 W. Montrose St.

A. Is the project within the CRA project area of the City of Clermont? Yes ☒ No ☐

B. Project General Description. Please provide the following:

1. Color photographs clearly showing existing condition of the facade, neighboring buildings, and rear entrances. Historic photos if available.
2. Paint color samples for all colors planned. (if applicable)
3. Awning fabric and color sample. (If applicable)
4. Attach site plan and/or sketch plans and specifications detailing the scope of work.
5. Licensed Contractors – Three (3) written quotes to be used for projects up to \$25,000. Projects over \$25,000 must be bid.

- C. Cost of Required Structural/Code Improvements, if any (attach itemized list and cost estimates).

- D. Total cost of Exterior Improvements (attach itemized list and cost estimates).
\$ 12,290
- E. Dollar amount requested: \$ 9,217.50
- H. Applicant cost (minimum 25% of Dollar amount requested): \$ 3,072.50
- I. Percent of total financial commitment by applicant (Applicant cost ÷ Total cost) for planned improvements. 25 %

IV. **SATISFACTION OF GRANT CRITERIA**

Explain in written detail on a separate sheet; how your proposal meets each one of the listed criteria set forth in the Facade Improvement Grant Guidelines. By filing this application, the Applicant agrees and understands that this grant is given at the sole discretion of the Clermont CRA and these criteria are used solely to evaluate Applicant's project and do not create an entitlement to funding.

ANY COST FOR WORK PREVIOUSLY COMPLETED PRIOR TO AN APPROVED APPLICATION CANNOT BE REIMBURSED UNDER ANY CIRCUMSTANCE. DO NOT START ANY PHYSICAL RENOVATIONS UNTIL AFTER FINAL APPROVAL BY THE CITY/CRA, COMPLETION OF THE CONTRACT WITH THE CITY & NOTICE TO PROCEED HAS BEEN ISSUED.

In addition, any grant funding award is on a first come, first served basis. Application funding shall be in accordance with the established FIGP Criteria, City Land Development Codes and the approved Architectural Standards for the City.

V. **CERTIFICATION**

Applicant hereby certifies under penalty of perjury, that all information provided is complete, current, accurate and truthful.

Carle L. Bishop
Signature

6/10/14
Date

Carle L. Bishop
Print

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me on this 10th day of June, 2014
by Carle L. Bishop who is personally known to me or has produced
as identification and who did (did not) take an oath.

James K. Hitt
Notary Signature

Notary Public
My Commission expires:

James K. Hitt
Print

